

Chairperson Scott Hickle
Vice-Chairperson Bobby Gutierrez
Parliamentarian Nancy Hardeman



Commissioners
Leo Gonzalez
Kyle Incardona
Kevin Krolczyk
Prentiss Madison
Robert Swearingen

MINUTES
BRYAN PLANNING AND ZONING COMMISSION
WORKSHOP MEETING
THURSDAY, SEPTEMBER 17, 2015 – 4:30 P.M.
ROOM 305, BRYAN MUNICIPAL BUILDING
300 SOUTH TEXAS AVENUE, BRYAN, TEXAS

Disclaimer: *The meeting minutes herein are a summarization of meeting procedures, not a verbatim transcription*

1. CALL TO ORDER.

Chairperson Hickle called the meeting to order at 4:41 p.m.

Commission members present: Mr. Scott Hickle, Ms. Nancy Hardeman, Mr. Robert Swearingen, Mr. Bobby Gutierrez, Mr. Kevin Krolczyk, Mr. Kyle Incardona, and Mr. Prentiss Madison.

Commission member absent: Mr. Leo Gonzalez

Staff members present: Ms. Janis Hampton, City Attorney; Ms. Megan Hancock, Staff Assistant; Mr. Matthew Hilgemeier, Staff Planner; Mrs. Stephanie Doland, Staff Planner; Mr. Randy Haynes, Staff Planner; Mr. Johnnie Price, Assistant City Engineer; Mr. Cody Cravatt, Development Manager; Mr. Martin Zimmermann, Planning Manager; and Mr. Paul Kaspar, City Engineer.

2. STAFF ANNOUNCEMENTS (This item includes introductions of new employees, meeting reminders, upcoming events, and staff recognition).

a. Upcoming regular meeting dates: October 1 and October 15.

Mr. Zimmermann presented the staff announcements and reminded of the next CPAC meeting on September 30, 2015 at 6:00p.m.

Commissioner Nancy Hardeman entered the meeting at 4:46 pm.

3. REVIEW OF AGENDA ITEMS FOR REGULAR MEETING OF September 3, 2015 (Questions may be directed to staff, no action will be taken).

Commissioners reviewed the regular meeting agenda items. Questions were directed to staff. No action was taken.

4. STAFF PRESENTATION, DISCUSSION, AND POSSIBLE DIRECTION TO STAFF CONCERNING THE REGULATION OF MANUFACTURED HOME LAND LEASE COMMUNITIES IN BRYAN.

Mr. Randy Haynes provided an overview of the status of manufactured home land lease communities and improvements in inspection and permitting processes over the past few decades.

No action was taken.

Commissioner Kevin Krolczyk entered the meeting at 4:50 pm.

5. STAFF PRESENTATION, DISCUSSION AND DIRECTION TO STAFF CONCERNING REDEVELOPMENT IN RESIDENTIAL AREAS AND THE POTENTIAL EFFECTS ON NEIGHBORHOOD INTEGRITY (Agenda item requested by Commissioner Gutierrez).

Mr. Randy Haynes presented information regarding student-housing structures being built in residential areas.

Commissioners discussed and concluded to take no action concerning this matter.

6. STAFF PRESENTATION, DISCUSSION AND DIRECTION TO STAFF CONCERNING USED CAR SALES AND OTHER AUTO-RELATED BUSINESSES LOCATED ALONG CITY GATEWAY CORRIDORS. (Agenda item requested by Commissioner Gonzalez).

Chairperson Hickle suggested placing this item on a future agenda so Commissioner Gonzalez, who requested this item, can be present.

7. STAFF PRESENTATION, DISCUSSION, AND POSSIBLE DIRECTION TO STAFF CONCERNING THE ESTABLISHMENT OF A WEST SIDE HISTORIC PRESERVATION OVERLAY DISTRICT (Agenda item requested by Commissioner Gutierrez).

Mr. Randy Haynes presented an overview regarding the establishment of a West Side Historic Preservation Overlay District.

Commissioners discussed creating a West Side Historic Preservation Overlay District in conjunction with the Comprehensive Plan. It was suggested that the Historic Landmark Commission and the Comprehensive Plan consultants discuss the possibility of creating this overlay district at a meeting on September 30, 2015.

8. FUTURE AGENDA ITEMS (A Planning and Zoning Commission member may request that a subject for which notice has not been given be placed on an agenda for a future meeting).

No new future agenda items were requested.

9. ADJOURN.

Without objection, Chairperson Hickle adjourned the meeting at 5:55p.m.

These minutes were reviewed and approved by the City of Bryan Planning and Zoning Commission on this the **1st** day of **October, 2015**.

Scott Hickle, Chairperson
Planning and Zoning Commission
City of Bryan, Texas

Martin Zimmermann, AICP
Planning Manager and Secretary to the
Planning and Zoning Commission